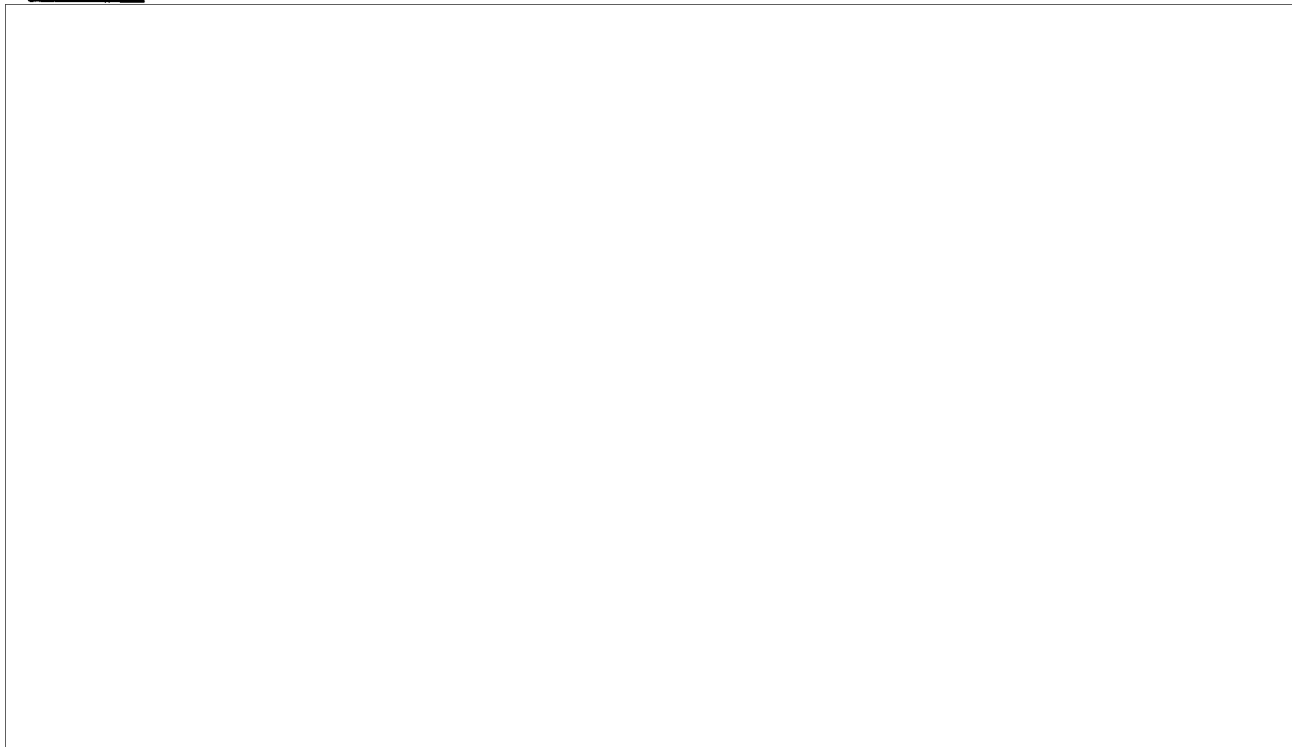


~~SECRET~~

7 - 13 December 1986

D/CO

I recently forwarded my best wishes for the holiday season to all of our colleagues serving in the field and, therefore, wish to take this opportunity to reach all of you here in the domestic arena. As the current year draws to a close, I sincerely want to thank each and every member of the OC family for their individual and sometimes superhuman efforts in assisting the Office in the fulfillment of its mission. Our collective goal of modernization, automation, and, not so simply, to be the best government communications organization in the world, could not be achieved without your personal dedication and the exceptional mastery of your professional skills. Again, please accept my best wishes for a joyous and festive holiday season and a prosperous new year, crowned with happiness for you and your families.

OC-MPS~~SECRET~~

## S E C R E T

OC-AMD

1. The Agency's Compensation Task Force is now in full operation. Various panels have been established to review the 38 occupations targeted for study. The Telecommunications Officer and Field Engineer (Electronic Technician) occupations will be part of the study so that any decisions made which affect benefits will include OC banded employees (if they are better than what our system now allows). Briefings on task force activities at all levels are planned in the near future.

2. Twenty-six individuals attended presentations on the Professional Opportunities in Telecommunications (POINT) program administered at Headquarters by OC recruiters during the reporting period. Seventeen expressed interest in a career with OC and will be tested for Telecommunications Officer positions.

25X1 3. [redacted] assumed the duties of Chief, Personnel  
25X1 Support Section on 8 December. This position was recently vacated  
25X1 by [redacted]

[redacted]

25X1 5. Representatives from the Office of Medical Services and the Communications School conducted the first running of the newly designed OC stress training program. The course consisted of four modules of training and was presented during the Overseas Orientation Program. The program has a total of eight modules but is designed to deliver different phases of stress information, depending on the audience.

[redacted]

## S E C R E T

OC-AMD (Cont.)

7. Enrollment has begun for the two new managerial training courses that have been developed by the Office of Training and Education. These courses replace the old "Management Development" and "Supervisory Counseling" courses. The first course is entitled "Managing In CIA" and addresses material that would be appropriate for first-line supervisors. The second course is entitled "Leading In CIA" and is geared towards personnel who are at a level where they are the reviewing officials for performance appraisals. "Managing In CIA" is a prerequisite for "Leading In CIA".

OC-CSD

1. The Area Headquarters staffs did an outstanding job of responding to an immediate cable soliciting desirable physical enhancements to help combat the terrorist threat at OC overseas sites. Based on their input and with some additions from here, CSD assembled a package identifying specific enhancements and cost figures for fiscal years 1987 and 1988-1992. The CSD program was sent to MPS for review before submission to senior Agency management.

OC-ED

S E C R E T

OC-ED (Cont.)

25X1

[REDACTED]

25X1

25X1

25X1

3. VIB welcomed [REDACTED] to the Branch during the reporting period. [REDACTED] is an engineer with four years' experience in digital circuits design [REDACTED]

4. On 12 December, EDB placed a Power Line Disturbance Monitor on the power line adjacent to EDSYS 1 and 2 in the Data Acquisition Center. The monitor counts and registers voltage and frequency disturbances outside the threshold settings. The voltage thresholds are set at 110 volts-120 volts and frequency thresholds are 57 Hz-63 Hz. Hopefully, the monitor will give us good evidence that power is indeed the culprit behind our Wang system failures.

25X1

[REDACTED]

S E C R E T

S E C R E T

OC-FND (Cont.)

25X1 2. The Asbestos Removal/HVAC Project Phases II/III is in  
25X1 progress [redacted] Headquarters has granted tentative approval  
25X1 for a 17 to 19 January shutdown in order to facilitate asbestos  
removal [redacted]

25X1 4. This reporting period was again very busy for [redacted]  
programmer and message switch Field Engineers engaged in the  
replacement of the MAX-III system. Twenty-eight circuits were  
rehome from MAX-III to SPARS-I, II or IV. This completes the  
majority of moves out of MAX-III; additional moves will require  
the activation of the new SPARS-III. The SPARS-III installation  
is ahead of schedule and progressing smoothly.

Executive Assistant, OC

S E C R E T